EAST SIDE FIRE DISTRICT

BOARD OF FIRE COMMISSIONERS

**REGULAR MEETING MINUTES**

May 12, 2020 | 10:30AM

20338 S. Hwy 97, Harrison, ID 83833

**Present**:

Chief Dan Currie

Deputy Chief Charlotte Pegoraro

Office: Amber Loewe

**Teleconference:**

Commissioners: Fred Fricke, Loren Nelson, Akos Ador

Auxiliary: Deb Stone; Carlene Cada

Other: Captain Norb Twillmann

Commissioner Fricke called the meeting to order at 1031 hours. Commissioner Fricke made a motion to approve the agenda. Commissioner Ador moved to approve the May 12, 2020 agenda as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.

# APPROVAL ACTION ITEMS

* 1. Minutes: Commissioner Ador moved to approve the minutes of April 14, 2020 & April 24, 2020 as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.
	2. Financials and Bills/Expense Reports: Commissioner Nelson moved to approve the financials and expense reports as presented. Commissioner Ador seconded the motion, which carried by unanimous vote.

# CHIEFS’ REPORTS

1. Equipment: 1401 Replacement: Radio, lights, bed canopy and drawer system have been ordered and will arrive in 4-6 weeks. Installation will be scheduled as the parts arrive. Discussion ensued.
2. ACTION ITEM: Request for Approval to purchase new decal package for 1401 & 1402 not to exceed $2,400.00. Chief Currie and Commissioner Fricke worked together to update the decal package for 1401 and 1402. Commissioner Nelson moved to approve new decal package not to exceed $2,400.00. Commissioner Ador seconded the motion, which carried by unanimous vote.
3. ACTION ITEM: Request for Approval to purchase Resusci Annie First Aid Trauma Module in the amount of $1,492.95. Resusci Annie is a mannequin that we use frequently. This will allow us to moulage a mannequin to reflect trauma to the appendages for additional training for our EMTs. Discussion ensued. Commissioner Nelson moved to approve the amount of $1,492.95. Commissioner Ador seconded the motion, which carried by unanimous vote.
4. Operations:
5. Incidents Review: Activity level has picked up but we aare having a great turnout and response from our volunteers. See attached Chief’s Report.
6. 2021 Operating Budget – Chief Currie reviewed important dates for ESFD budget process (See attached)
7. Operational Plan Review:
	1. ESFD will be keeping on track with Governor’s Little’s Rebound Guidelines as we ramp up our normal business activities.
	2. ESFD Administrative Office has social distancing protocols in place as we are requiring masks to enter the building.
8. Radio Training & Re-Programming – Amber Loewe is scheduled to take the final radio programming course online the week of June 1. We have set June 10 & 11 for reprogramming of all ESFD radios to the updated protocols. Chief Simms will assist with the radios at Station 2, then Amber will continue to other stations apparatus and update accordingly.
9. Burn Permits – Burn Permits are now required for all burning activities
10. ACTION ITEM: Request Approval for Life Flight Membership for active volunteers not to exceed $2,500.00; We have a total of 36 memberships. Note: this includes cancellation of 10 memberships and the addition of 6 new memberships. Commissioner Ador moved to approve the Life Flight Membership for active volunteers. Commissioner Nelson seconded the motion, which carried by unanimous vote.
11. Chief Currie congratulated Deputy Chief Pegoraro for a very successful ECHO cardiac patient incident in early May and would like to consider the team for recognition.
12. Building and Facilities:
13. Station #4 Breakwater Status- Permit was filed and a notification was published in the paper from IDL on April 16 as part of a 30-day notice to the public requirement. By mid-May, we should have some information on the issuing of the permit. Harrison Dock Builders was selected as the contractor. Work will be scheduled as soon as possible.
14. Station #1 Water Meter is still waiting to be installed but will begin shortly. Work pending.
15. Station #2 Improvements- Chief Currie has contacted KCFR for an update on the budgeted improvements for the Arrow Point Station. No reply as of 5/5/2020. Improvements were to include paving, locks, new septic, etc.
16. EMS Report:
17. KCEMSS BLS has been canceled. PPE supply orders have been slowly trickling in. And they are giving it to us at no cost.
18. EMT Class have officially passed the EMT course’s written exam through ESFD. There are skill sets that we need to do this weekend.
19. NREMT exam has been at a testing facility in the past although they announced that they will have the ability to have the students take the exam from a secondary location.
20. QRU training is scheduled for next Monday, May 18th. EMS topic is shock management.
21. Deputy Chief Pegoraro congratulated the entire team for response to the call for the cardiac arrest patient and for their hard work and teamwork.

# BUSINESS

A. Station #1 Sewer: Nelson/Currie – Sewer is completely resolved. All sewer septic and grease tank have been replaced and piping is completed.

B. ACTION ITEM: Approve and sign KCEMSS Master Agreement. Commissioner Nelson moved to approve KCEMSS Master Agreement. Commissioner Ador seconded the motion, which carried by unanimous vote.

C. ESFD Auxiliary Report: Stone: Auxiliary President Debra Stone went over the Auxiliary Report and asked about providing snacks for the training at the end of the month of May. Discussion ensued.

D. Pancake Breakfast Decision – Stone stated that the pancake breakfast for 2020 has been canceled. There will be discussions as to how we will proceed going forward for the 2021 Pancake Breakfast.

E. 2019 Financial Audit Update – We are currently being pushed out for the audit and were informed that, contractually, our audit is not due until June 30th from the Auditing Company.

F. Property Acquisition Update – Canadian borders are still closed, and we are not able to get the signage complete. Extended purchase agreement is still in effect until June 22nd and seller is still very motivated to sell.

G. Organization Discussion –

1. Chief Currie will be increased the hours for ESFD Fire Chief and Deputy Chief. The Fire Chief position will be moved into a full time Chief’s position and 24hr/week role for the Deputy Chief as it is a much-needed change to help the positions to establish a more balanced work/home life. This will be starting August 17, 2020.
2. Chief Dan Currie also announced his retirement on August 31, 2020. We will establish a hiring team for the position and Chief Currie will be staying until we find the right person for the job.
3. Commissioner Nelson expressed his deep appreciation for Chief Currie’s support and time with ESFD. Commissioner Ador offered his gratitude as a fire fighter to Chief Currie for the leadership and good examples for all of us. Commissioner Nelson wished him the best for his retirement and thanked him for the opportunity to serve with him.

IV. UPCOMING WORK AND CONSIDERATIONS

1. Next ESFD Commissioner Meeting Date established on June 9, 2020.
2. CORRESPONDENCE & ANNOUNCEMENTS
3. Chief Currie mentioned a thank you from Kootenai County Sheriff’s Office to ESFD for providing food and lunch to the office in a show of appreciation.
4. Darlene Carlton send a thanks and appreciation from the CDA Audubon Society.

# VI. PUBLIC COMMENT

1. Captain Twillmann thanks Chief Currie for his time and says he will be sorely missed as a person and a chief.
2. Captain Twillmann mentioned that he spoke with Darlene at IDT and she commented that there’s no litter pickup on Idaho State Highways right now. Chief Currie confirmed that he will call to confirm and establish the next steps.

VII. ACTION ITEM: CLOSE MEETING

With no further business to discuss, Commissioner Ador moved to close the meeting, which was seconded by Commissioner Nelson. Commissioner Fricke closed the meeting at 1110 hours.